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Post Office Box 51267 ♦ Chicago, Illinois 60651
Phone 773.638.1998 ♦ Fax 773.261.3647

December 7, 2001

Mr. Christopher A. Whyrick
Reports Analysis Division
Federal Election Commission
999 E SL, NW
Washington, DC 20463

Identification Number: C00172619

Reference: Mid-Year Report (1/1/01 - 6/30/01)

Dear Mr. Whyrick:

This letter is in response to your letter of November 2001 in which you indicated that my reply to your letter of inquiry was incomplete. The following information and attachments should satisfy your office.

In regards to supplying the missing information from contributors who have given in excess of \$200.00 the Committee has followed the procedures outlined below.

- Our invitations and solicitations include the statement, "Federal election laws require a report of the name, mailing address, occupation and employer for each individual who contributes more than \$200.00 in any calendar year. Attachment A is a copy of one of our invitations..
- Requests are made for the information. A sign-in sheet is used at fund-raising events requesting required information.. Contributors are also reminded by the individuals who are hosting the event of the information required by the FEC. Attachment B is a copy of one of our sign-in sheets.
- Request for information is done in a form letter sent out to contributors when there is missing information required by the FEC. Enclosed is a self-addressed stamped envelope for their convenience in returning the information. Attachment C is a copy of the form letter sent to individuals.

I hope that the above will provide you with all the information needed. Thank you for your patience and understanding in this matter.

Sincerely,

Vera G. Davis

Treasurer

Enclosures